

**TOWN MANAGER'S REPORT**  
**May 7, 2013 – June 7, 2013**

➤ **Financial Report YTD 2013**

- General Funds Balance \$1,581,478; Restricted Funds Balance \$3,240,409
- General Revenue \$179,996; Budget \$626,063; 28.75% of budget
- General Expenses \$21,992; Budget \$626,061; 3.51% of budget
- Restricted Revenue \$61,651; Budget \$319,437; 19.30% of budget
- Restricted Expenses \$46; Budget \$252,713; 0.02% of budget
- Grants/Other Expenses \$3,089; Budget \$38,136; 8.10% of budget
- Total Assets \$5,029,731; Total Liabilities \$22,837

**Notes:**

- Transfer tax received in May (gross) \$59,599.00
- Eric issued 21 building permits in May \$52,490 (report attached)
- The Town's trash account, which were monies granted to us from the Sussex County Council a few years ago, was closed at Wells Fargo and transferred to WSFS Bank. The Town's escrow account was also closed at Wells Fargo and transferred to WSFS Bank.

➤ **Administration**

- May 8<sup>th</sup>; Mayor Hocker, Councilmember Kent, Kyle Gulbranson URS, Eric Evans, Bob Linett Chair of P&Z and me met with Chuck Ellison of Miller and Smith and Nathan Scott, Architect, and Planner Mahan Rykiel Associates to continue our discussion regarding an updated master plan for MBTS. Matt is currently working on the minutes to be distributed to Council.
- May 10<sup>th</sup>; Councilmember Kent, Eric Evans, Matt Amerling and I attended a class in Dover, University of Delaware, and IPA course entitled "Master Planning." It appears that the State of Delaware is now taking another look a total master planning for the Towns, Counties and State.
- May 11<sup>th</sup>; the Denton Mills HOA utilized the Town Hall for their annual meeting.
- May 19<sup>th</sup>; Mayor Hocker and his wife, Councilmember Kent and his wife, Secretary Gordon and his wife, Anna and Betsy attended the reception held in honor of the opening of "The Way We Worked" exhibit at the Ocean View Town Hall. To date, everyone is extremely pleased with the amount of visitors attending the exhibit on the weekends.
- May 20<sup>th</sup>; Eric attended the SR 26 Mainline Working Group meeting in my absence. I've already sent Council a memo outlining the topics discussed at that meeting.
- May 23<sup>rd</sup>; Betsy and Anna joined a webinar hosted by Faw, Casson & Co., LLP, entitled "Fraud Prevention. They both confirmed this training was a great refresher course for preventative measures that both are already acquainted with.
- June 4<sup>th</sup>; Deputy Mayor Subity, Kami Banks and I met to discuss the 2013 Millville Great Pumpkin Festival. Many more to come!

- June 5<sup>th</sup>; Councilmember Kent and I attended the SCAT meeting hosted by the Town of Ocean View. Bob Maxwell, SCAT's liaison to the General Assembly updated the members with information on proposed legislation.

Respectfully submitted,  
Deborah Botchie  
Town Manager